

LISO CALENDAR ADD-ON

EVOKO

MEETINGS MADE MAGNIFICENT

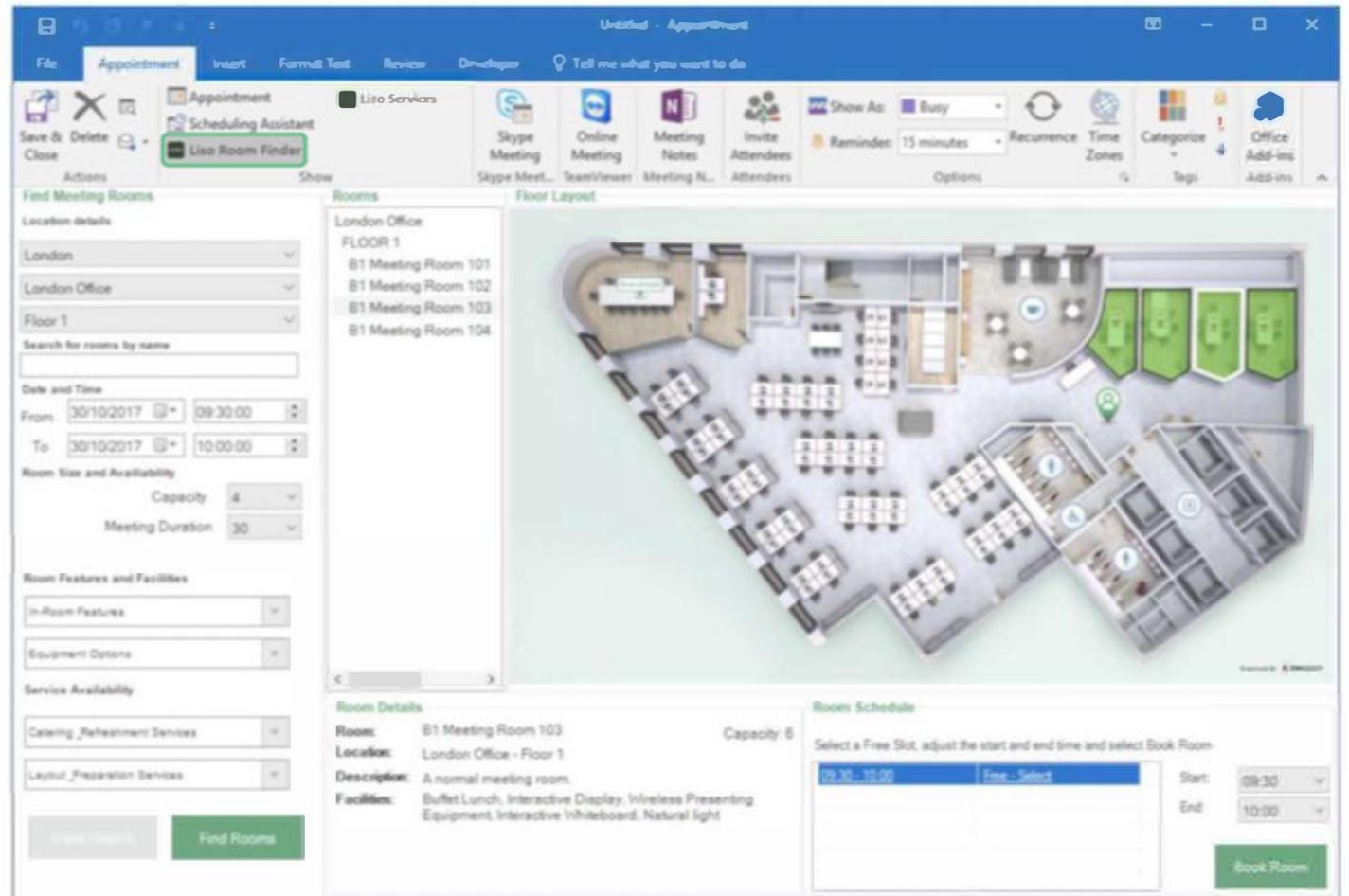


Franchir une
nouvelle étape
avec votre
Evoko Liso
grâce à
**l'extension
calendrier Liso**



- Trouvez une salle en fonction de votre localisation et étage, directement depuis Outlook
- Sélectionnez des salles de réunion en fonction de leurs disponibilité, capacité, services et équipements
- Sélectionnez la configuration de la salle et ajoutez des équipements spéciaux et/ou une restauration.
- Localisez facilement votre salle grâce à un mapping hautement visuel

Systeme de recherche et de reservation de salle complet



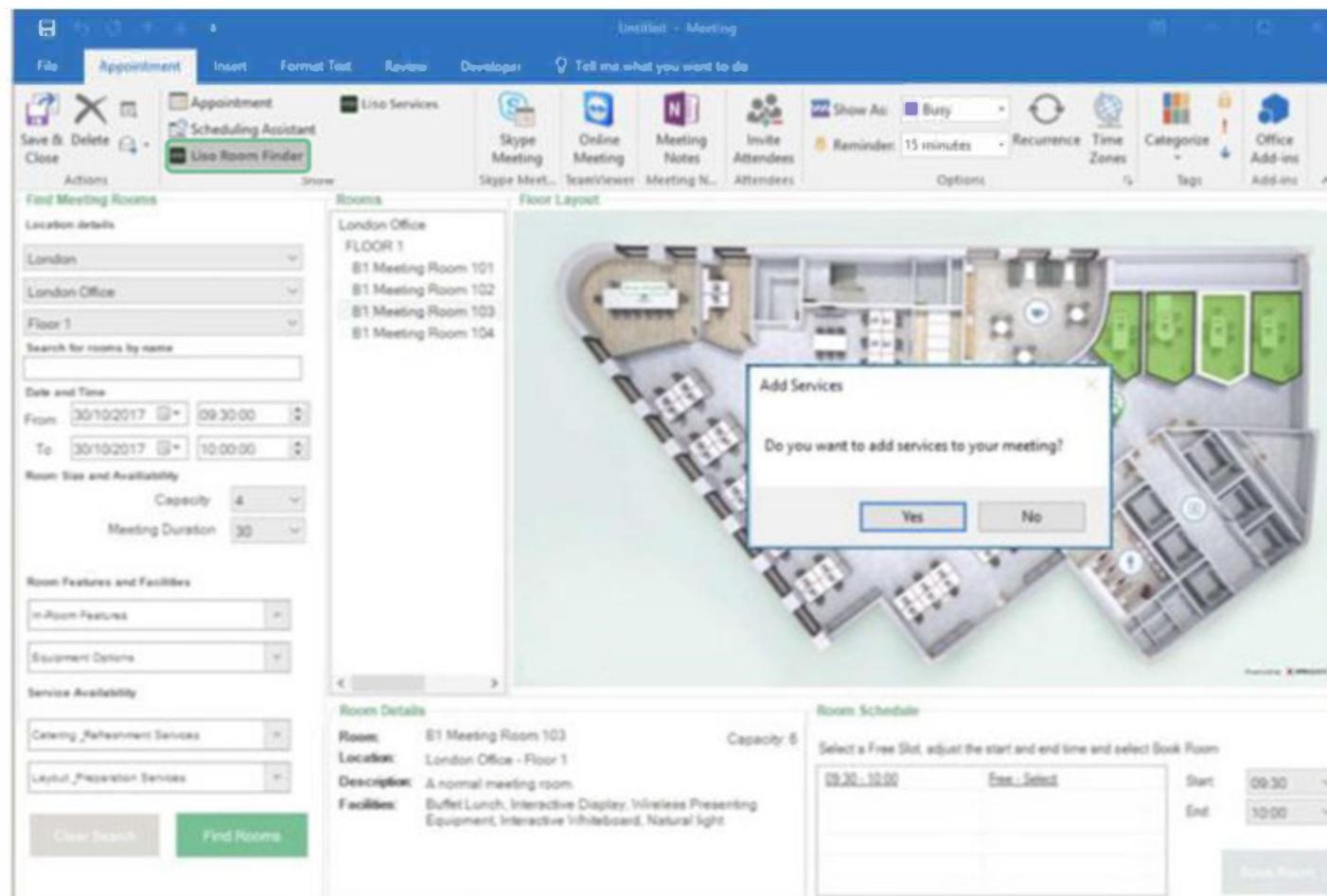
Vue de l'état d'occupation de salles

The screenshot displays the Microsoft Office Appointment interface. The ribbon includes the 'Appointment' tab with a 'Scheduling Assistant' group containing a 'Use Room Finder' button. The main area shows a calendar for 'Region UK Building A' with a grid of days from 08 to 21. Red bars indicate room occupancy for various rooms on different floors. The left sidebar contains filters for location (London, London Office, Floor 1), date and time (From: 30/10/2017 09:30:00, To: 30/10/2017 10:00:00), room size and availability (Capacity: 4, Meeting Duration: 30), and room features and facilities. The bottom right shows room details for 'B1 Meeting Room 104' and a 'Room Schedule' table.

Room	Capacity	Location	Description	Facilities
B1 Meeting Room 104	6	London Office - Floor 1	Meeting room in the corner, ideal for privacy.	Buffet Lunch, Conference Phone, LCD Display, Interactive Display, Wireless Presenting Equipment, Natural light

Room Schedule	Start	End
09:30 - 10:00	Free - Select	

Accès rapide
aux services



Ajoutez des services et une restauration

The screenshot displays the Microsoft Lync Meeting Services interface. The top ribbon includes tabs for File, Meeting, Insert, Format Text, Review, and Developer. The Meeting Services ribbon is active, showing options like Appointment, Lync Services, Skype Meeting, Online Meeting, Meeting Notes, Cancel Invitation, Address Book, Check Names, Response Options, Show As, Busy, Recurrence, Time Zones, Room Finder, Categorize, and Office Add-ins.

The main area is divided into two panes. The left pane, titled "Services", contains three expandable sections: "Equipment Options", "Catering / Refreshment Services", and "Layout / Preparation Services". The "Catering / Refreshment Services" section is expanded, showing a list of items:

Item	Unit Cost	Unit
Tea	£0.20	Per Serving
Water / Sparkling	£0.20	Per Serving
Biscuits	£0.30	Per Serving
Cakes	£0.50	Per Serving
Pastries	£0.50	Per Serving

The right pane, titled "Service details", shows the details for a selected "Tea" item. It includes a "Tea" icon, a "Per Serving" unit, and a cost of "£0.20". The "Notes" field is empty. The "Delivery time" is set to "09:30" and the "Clear away time" is set to "10:00". The "Qty" is set to "4".

The "Meeting summary" section shows the meeting details: "Room: B1 Meeting Room 103 When: 30 Oct 2017 09:30 Duration: 30 Mins". Below this is a table of items added to the meeting:

Name	Type	Unit Cost	Qty	Sub Total
Whiteboard	Facilities	£0.00	1	£0.00
Tea	Catering	£0.20	4	£0.80

The "Total cost" is displayed as "£0.80". There are "Post Summary" and "Close" buttons at the bottom right.

Itinéraires et résumés de réunions

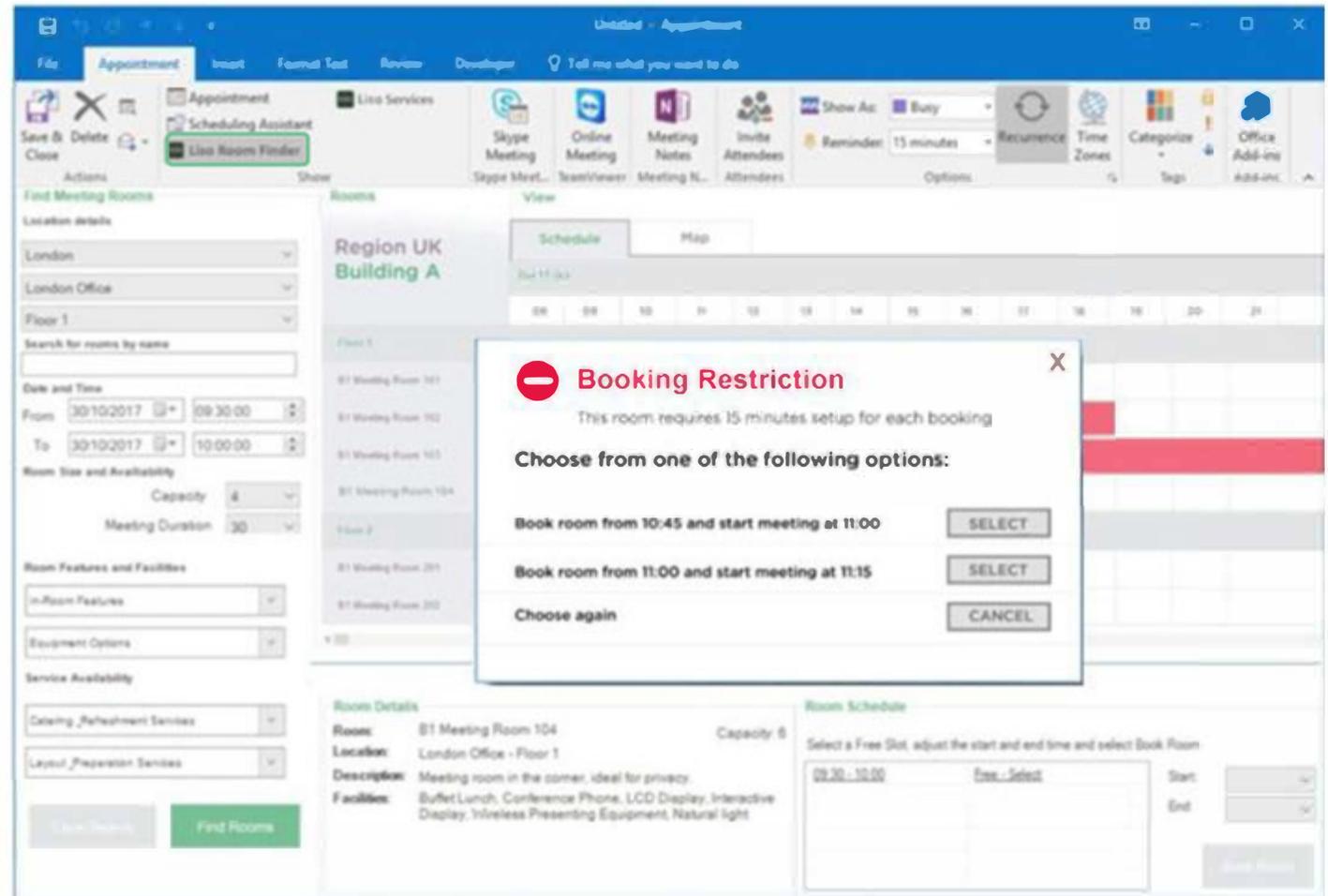
Meeting Summary

London Office - Floor 1 - B1 Meeting Room 103 - Monday, 30 October 2017, 09:30 - 10:00

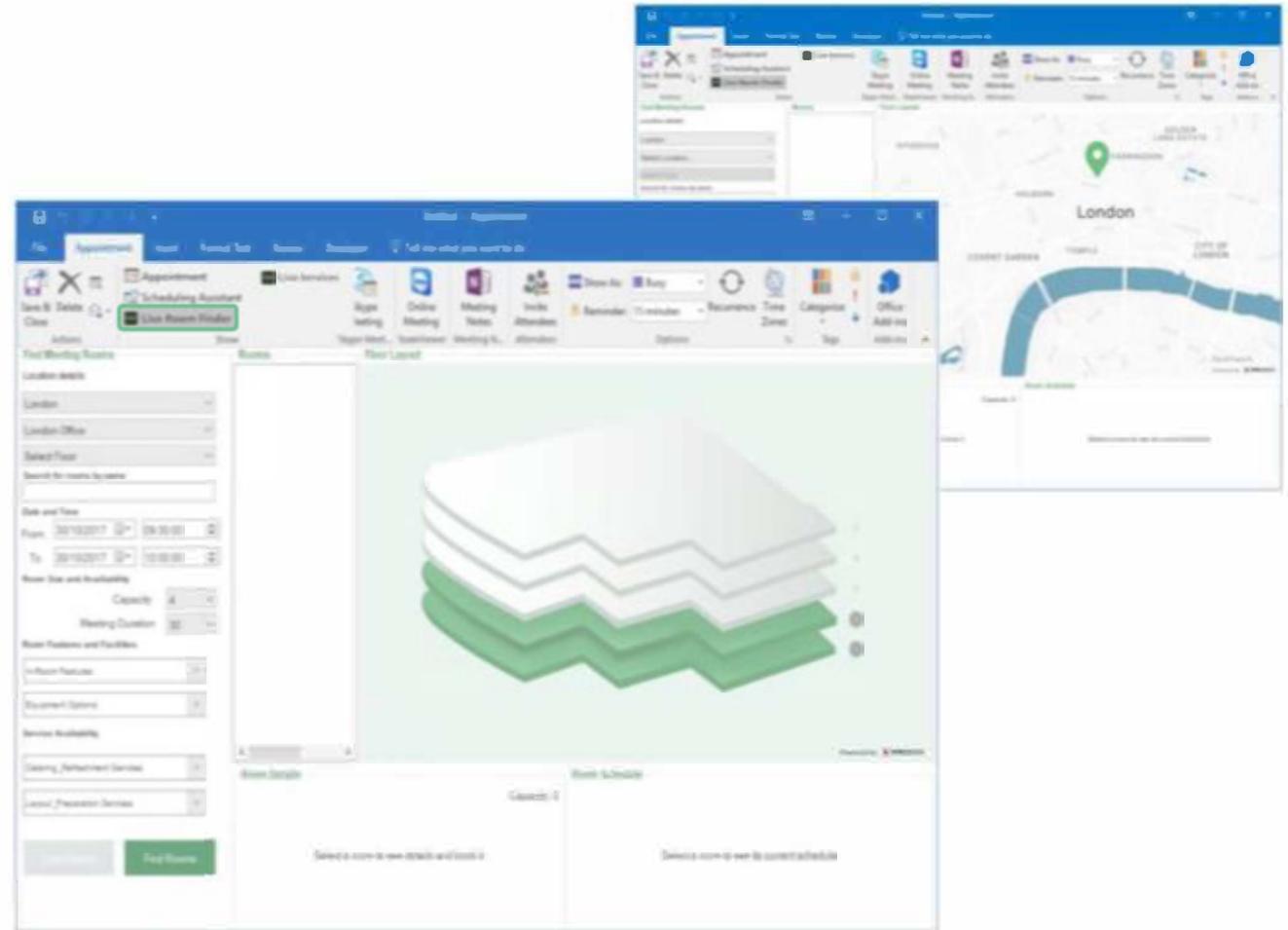


Whiteboard	Per Session	£0.00	1	£0.00
Tea	Per Serving	£0.20	4	£0.80
Training	Per Session	£20.00	1	£20.00
Total				£20.80

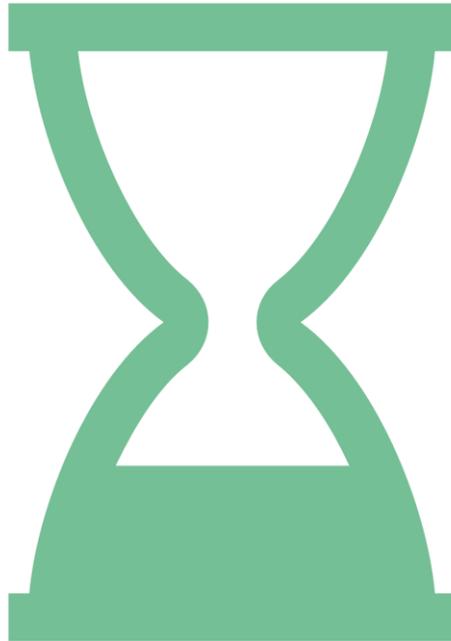
Définissez des règles spécifiques à chaque salles



Gérez vos
espaces
numériquement



Avantages pour les sociétés de toutes tailles



- Créez de la valeur et réduisez les coûts que représentent la compréhension des ressources et leur utilisation
- Gérez les atouts de votre salle de réunion avec des services et ressources additionnels pour une utilisation optimale de vos locaux.
- Meilleure expérience de réservation de salle pour tous les employés
- Meilleure collaboration entre les services et ressources prévus
- Des employés plus heureux et plus productifs

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